

Public Safety Committee Minutes

July 21, 2025 6:30pm

Attendance: Trustee Haak, Trustee Koenigs, Trustee Bodden

Notable attendees: Chief Markus, Chief Stanke, Kevin Baerwald

- A. The meeting was called to order at 6:30pm
- B. **Motion made during full session by Trustee Haak to approve the minutes from the May 116^h, 2025 Public Safety Committee meetings, seconded by Trustee Koenigs. Motion carried.**
- C. Police Department Report--The police Department report was in the packet.
 - 100 donated backpacks were received and many were handed out at last months bike rally.
 - The department donated security equipment to the Historical Society
 - Break-ins on Birchwood update- All suspects identified and one in custody
 - The department is putting an alcohol awareness program
- D. Fire Department Report—See Packet. Lots of practice and a fairly busy month
- E. Ambulance Report-- See Report. The ambulance has been down a lot with mechanical issues. Staffing continues to be a struggle.
- F. **Motion by Trustee Haak to approve operator licenses for Terrah Neatherlin and Laura Day, seconded by Trustee Bodden. No Discussion. Motion Carried.**
- G. There was no other license or permit requests
- H. **Motion by Trustee Haak to approve repairs to the Fire Department's 1996 Peterbuilt for up to \$12,500.00, seconded by Trustee Bidden. Motion Carried.**
- I. Discuss Emergency Management Plan- Future Agenda Item
- J. **Motion by Trustee Koenigs to approve the 5k run/walk route for August 9th in the Village, Seconded by Trustee Bodden. Motion Carried**
- K. **Motion by Trustee Haak to have Chief Markus petition the State to reduce the speed limit of Hyw 175 though town to 25mph, Seconded by Trustee Bodden. Motion Carried**
- L. Future Agenda Items-see above
- M. **Motion by Trustee Haak to adjourn @6:59, seconded by Trustee Koenigs. Motion Carried**

Respectfully submitted by Chair Haak



Theresa Police Department Monthly Report

July 2025



Incidents: July 2025

INCIDENTS	Theresa PD	Sheriff's Office	Notes
Accident PDO	1		
Abuse Neglect			
Alarm		1	
Assist Agency	1	2	
Animal	2		
Bar Check	1		
Building/Park Checks	145	3	
Child Custody			
Civil Matter	1		
Disorderly Con	1		
DPW			
Drill			
Emerg Detention			
EMS Request	1	1	
Family trouble	2		
Firework Complaint	1		
Fraud		1	
Found Item	1		
Hangup	1		
Harassment			
Juvi Alcohol			
Intoxicated Person	1		
Lockout	1	2	
Miscellaneous	2		
Mutual Aid			
Neighbor Dispute			
Noise Complaint	1	1	
Ordinance Viol	9		
Open records			
Parking	2		
Search warrant			
Sex Offense			
Suspicious	1		
litter	1		
Theft	2	1	
Theft of vehicle			
Traffic Comp			
Traffic Complaint		1	
Traffic Stop	32		
Vandalism			
Walk &Talk/Foot Patrol	9	1	
Welfare Check	1	2	
Total	220	13	



Theresa Police Department Monthly Report

July 2025



Theresa PD VIOLATIONS	CITATIONS	WRITTEN WARNINGS
Parking Violation		
Non-Traffic citations	1	
Vehicle Violation	20	

Administrative Activities:

1. The following tasks have been completed in the month:
 - a. Completing monthly reports for the state and Village
 - b. Evaluate operation, procedures and new policies
 - c. New policies
 - d. National night out planning
 - e. 5k run planning
 - f. Equipment was ordered to replace old and aging equipment.
2. The following tasks are in Progress:
 - a. Review of village incidents and approval of reports.
 - b. Cleaning out old equipment, files and rearranging
 - c. Evidence room and evidence reorganization.
 - d. Rules for license liquor establishments
 - e. Evidence room inventory
 - f. IT set up and refinement
 - g. Cross train with fire department

Next projects:

- A. Future of the Police Department building.
- B. Starting the accreditation process
- C. Squad car camera setup
- D. New taser setup and training
- E. Speed limits & School Zone on Milwaukee Ave



THERESA FIRE DEPT. MONTHLY UPDATE

JULY 2025

<u>ACTIVITY</u>	<u>MAN-HOURS</u>
WORKNIGHT – 7/7/2025	39
FIRE PRACTICE – 7/21/2025	70
RESCUE PRACTICE – 7/28/2025	45
MEETING – 7/14/2025	N/A

FIRE / RESCUE CALLS

1. 7/02/25 SOO RD & HWY 175, TOWN OFF LOMIRA, BRUSH FIRE
2. 7/03/25 N8105 MADISON RD, VILLAGE OF KEKEOSKEE, COOKING FIRE
3. 7/06/25 3108 LITHOSTONE DR, VILLAGE OF LOMIRA, FIRE ALARM
4. 7/14/25 N7877 STATE RD 67, VILLAGE OF KEKOSKEE, SHED FIRE
5. 7/15/25 N7877 STATE RD 67, VILLAGE OF KEKOSKEE, SMOLDERING EMBERS
6. 7/14/25 302 DEPOT RD, VILLAGE OF THERESA, TORNADO WARNING
7. 7/28/25 422 S. MILWAUKEE ST, VILLAGE OF THERESA, FIRE ALARM
8. 7/29/25 CTY RD Y & FARMEWRSVILLE RD, TOWN OF LEROY, FIELD FIRE

DEPARTMENT INFORMATION

7/04/25 11 MEMBERS MARCHED IN THE KNOWLES 4TH OF JULY PARADE
7/15/25 2 MEMBERS ATTENDED FIRE COMMISSION MEETING @ TFD
7/15/25 1 MEMBER ATTENDED DODGE COUNTY FIRE FIGHTERS MEETING AND
TOURED A BATTERY RECYCLING FACILITY @ FOX LAKE
7/22/25 2 MEMBERS ATTENDED DODGE COUNTY FIRE CHIEFS ASSN. MEETING @
DODGE COUNTY EOC.
7/23/25 9 MEMBERS ATTENDED LIONS CHECK PRESENTATION FOR FIREMENS
PARK @ THE LIONS STREET DANCE
7/24/25 2 MEMBERS ATTENDED DODGE COUNTY HAZMAT TEAM MEETING &
TRAINING @ DODGE COUNTY EOC

EMS Report for July 2025

For the month of July Theresa EMS ran 15 calls for service. 3 in the Village of Theresa, 1 in the Town of Theresa, 9 in the Village of Lomira, 2 in the Town of Lomira, 0 in the Village of Kekoskee and 0 in City of Mayville.

For the 1st six months of this year, we have run 40 calls in the Village of Theresa, 30 calls in the Town of Theresa, 117 calls for the Village of Lomira, 15 calls for the Town of Lomira, 2 for Kekoskee and 1 for Mayville.

Of the 15 calls, 2 were no transports and 1 fire stand-by for Theresa Fire. 3 calls to the nursing home in Lomira and 2 for the assisted living side of the nursing home. For the year from January-July, the service has run 205 calls.

Transported 12 patients to various local hospitals. In total we have transported 162 patients the first six months of this year so far.

The new ambulance on order is still scheduled for a late August 2025 delivery.

Coming up in August we will be participating in the National Night out sponsored by the Theresa Police Department at the Fireman's park.

Public Works Committee Minutes

July 21, 2025 6:15 PM

Attendance: Trustee Billings, Trustee Brandenburg, (Trustee Krapfl excused)

Notable Attendees: Bill Weisensel, President Steger

A. Meeting was called to order at 6:15pm

B. Motion by Billings, second by Steger to approve minutes from June 16, 2025 Meeting. Motion Carried.

C. Discussed the DPW Daily Operations Report. Committee asked that:

1. Clean any blacktop from valve and manhole covers on Mayville Street before the street opens and the blacktop is still soft.
2. Weeds be pulled at the Rivers Edge Park Playground
3. Playground equipment be checked for wasps
4. Obtain 2 bids, one to replace a broken hydrant near Forest and Hyland and a second request to repair a leaking curb stop / box and nearby hydrant on Mill Street.

D. Discussed sewer lateral televising and repairs. The committee discussed a proposal from Speedy Clean for future work. Committee asked about updates to the spreadsheets and notices sent to residents.

E. Discussed storm water issues on Birchwood Lane and Valley Drive. Committee again discussed the builder not containing their silt on the construction properties and the abundance of rain causing issues in the area.

F. Discuss getting bids for repairs to Wisconsin Street and McArthur Road. The committee asked Director Weisensel to use the examples provided from the clerk and have RFP Bids published.

G Discussed Vehicle needs and replacement. No conclusion.

H. Committee asked Director Weisensel to obtain a quote for a diesel self-contained generator unit for Well 1 so RFP's could be sent out. Also discussed ensuring the pad is raised to avoid flood waters.

I. Trustee Billings asked that lights on the Welcome to Theresa signs at the 3 village entrances be on the next agenda.

Motion by Brandenburg, Second by Billings to Adjourn. Meeting adjourned at 6:51

VILLAGE OF THERESA
Regular Village Board Meeting Minutes
Monday, July 21, 2025 – 7:00 PM

1. Call to Order

Village President Jody Steger called the meeting to order at 7:00 PM. The Pledge of Allegiance was recited.

2. Roll Call

Present:

- President Jody Steger
- Trustee David Brandenburg
- Trustee Joe Haak
- Trustee Pat Bodden
- Trustee Robin Billings
- Trustee Sandy Koenigs

Excused:

- Trustee Shawn Krapfl

3. Public Comment

- Linda Herman, *119 Schnitzler Dr*, inquired about the status of someone wanting a food truck application.
- *Chris Giese, 205 Mayville St*, voiced continued concerns regarding the proposed 5G cell tower and suggested a public hearing be held. She also inquired about obtaining quotes for underground electric as part of the 2027 project to improve the down town aesthetic.
- *Barb Hackbarth, 407 Schnitzler Dr*, shared health concerns regarding the cell tower and provided articles for the Board to review.

4. Approval of Minutes

Motion by Brandenburg, seconded by Koenigs, to approve the minutes of the June 16, 2025, Village Board Meeting. Motion carried (6-0).

5. New Business

a) Siren Maintenance Contract

Discussion held regarding the annual maintenance cost of \$1,425 with a possible 5% annual increase. Battery replacement next year will cost an additional \$500.

Motion by Brandenburg, seconded by Bodden, to approve the 5-year maintenance contract with the vendor, with the name updated to "Village of Theresa." Motion carried (6-0).

b) Cell Tower Lease Agreement

Discussion held on lease terms and health concerns. Trustee Bodden addressed citizen concerns, referencing FDA and American Cancer Society studies. Linda Herman spoke out of order and was advised that public comment had ended. Trustees discussed health impacts, wave frequencies, liability concerns, and the contract's length. The issue remains under consideration.

c) Administrative Report

Trustee Koenigs asked about the timeline for re-televising sewer laterals and suggested a late fee for unpaid permits. Public Works Director Bill will follow up.

d) Codification Update

The Village has 100 days to respond to the legal analysis.

e) Library Report (Presented by President Steger)

- The Library Board opted to remove the existing sign and use building lettering instead.
- DPW was requested to restore the grass where the sign was located.
- A double mailbox was ordered so both the Library and Village can receive mail here. The Village PO Box will not be renewed.
- Updates to the Library policy handbook, finance policy, and bylaws are underway.
- Circulation is increasing. Board Member Betty Schmidt retired and has been replaced. President Steger thanked Betty for her years of service.

f) President's Report

- The Highway 28 Project in the Village is nearing completion. Rumble strips and silt fence cleanup to follow.
- Next phase: Mayville to Horicon.

g) Public Safety Committee – Chair Haak, 6:30 PM

- Backpacks donated and will be distributed at National Night Out.
- Suspects identified and one arrest made in connection to recent break-ins.
- Alcohol-related calls are time-consuming and may require future training.
- FD continues regular training. Ambulance report is available on the Village website.

h) Operator Licenses

Motion by Koenigs, seconded by Billings, to approve Operator Licenses for Terrah Neatherlin and Laura Day. Motion carried (6-0).

i) Fire Department Funding Request

The fire truck failed testing on May 30 but passed after initial repairs. Further work is scheduled, including potential driveshaft repair. Motion by Brandenburg, seconded by Billings, to approve up to \$12,500 toward fire truck repairs. Motion carried (6-0).

j) Emergency Management Planning

Discussion held on the Village's water supply in the event of a power outage. The tower holds 250,000 gallons; daily usage is 45,000–60,000 gallons. The Village typically keeps the tower 2/3 full. Bottled water cannot be relied upon in an emergency.

k) 5K Run/Walk Route

Motion by Haak, seconded by Bodden, to approve the 5K route, with assistance from the County and volunteers. Motion carried (6-0).

l) Speed Limit Change – Hwy 175/Milwaukee St

Motion by Haak, seconded by Steger, to support reducing the speed limit to 25 MPH as part of the 2027 Highway 175 Project. Motion carried (6-0).

m) Acknowledgments

Thanks extended to Warren and the DPW crew for equipment management and to EMS for their service.

6. Public Works Committee (PWC) – Trustee Brandenburg

- Daily operations and bid discussions.
- Sewer lateral televising and Speedy Clean quote reviewed.
- Birchwood Lane and Valley Drive flooding issues reviewed.
 - Two homes were built on lots originally intended for retention ponds.
 - Flooding occurred three times in three months.
 - Recommendation made to remove silt fencing temporarily and notify homeowners to redirect downspouts.
 - Motion by Brandenburg to proceed with silt removal and require homeowners to reroute downspouts. Motion carried (6-0).
 - Haak recommended evaluating additional storm drains.
- Discussion of stormwater engineering concerns, pipe capacity, and long-term planning.

a) Generator Discussion

Bill will obtain quotes for a self-contained diesel generator.

b) Future Projects

- Bids for Wisconsin/McArthur
- Installation of lights on three welcome signs

c) Parks Committee Report

No formal action taken.

7. Financial Reports

a) Bills and Wages

Motion by Haak, seconded by Bodden, to approve as presented. Motion carried (6-0).

b) Fund Summary Report (budget to actual)

Motion by Brandenburg, seconded by Haak, to approve. Motion carried (6-0).

c) Treasurer's Report

Loan payments upcoming. Shared revenue is not received until late November per state statute. Motion by Brandenburg, seconded by Billings, to approve the Treasurer's Report as presented. Motion carried (6-0).

8. Announcements

- Condolences extended to the family of George Marsh on his passing.
- Appreciation expressed to Andy and Karen Schnitzler for the new Lions Club signs.

9. Closed Session

Motion by Brandenburg, seconded by Haak, to enter Closed Session at 8:35 PM pursuant to Wis. Stat. § 19.85. Roll call vote: Motion carried unanimously (6-0).

10. Open Session

Motion by Brandenburg, seconded by Koenigs, to return to Open Session at 9:47 pm.

Meeting declared adjourned by President Steger at 9:47 pm.

Respectfully submitted,
Becky Tellier, MMC
Clerk-Treasurer

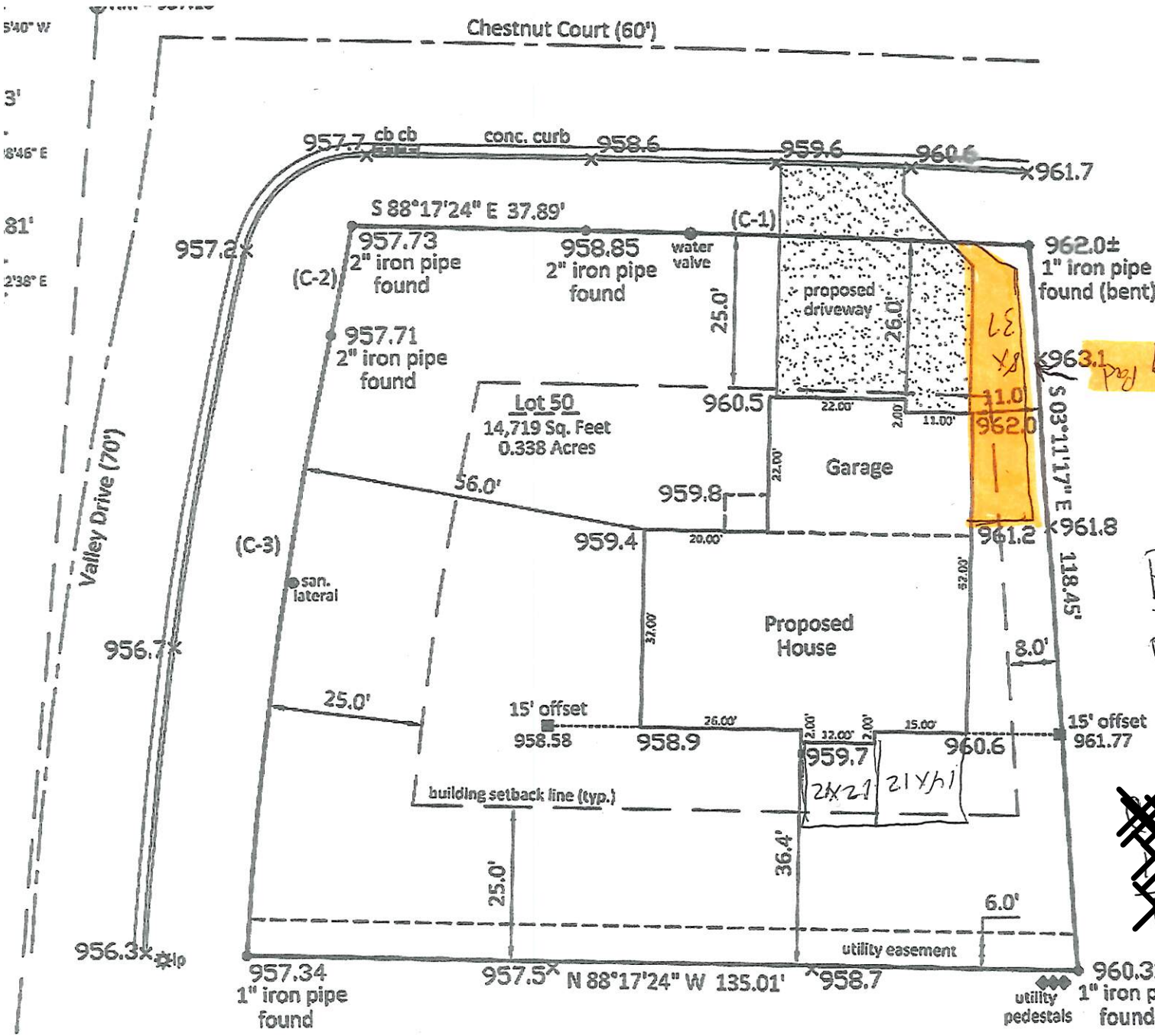
§ 350-52. Parking requirements.

All new parking lots and all alterations of existing lots shall be subject to the approval of the Village Board. Requests for said parking lots shall be accompanied with detailed plans on landscaping, parking layout, drainage provisions and driveway locations. In all districts, except those areas which are located within the fire zone as designated on the Official Map, there shall be provided at the time any use or building is erected, enlarged, extended, or increased off-street parking stalls for all vehicles in accordance with the following:

- A. Access. Adequate access to a public street shall be provided for each parking space.
- B. Size. Size of each parking stall shall be not less than 180 square feet, exclusive of the space required for ingress and egress.¹
- C. Location.² *Contradict each other - Which should Doc follow?*
 - (1) Off-street parking is permitted in all yards of all districts, except in the front yard of a lot in a residential district or in the front yard of a lot in a business district upon which a dwelling unit is located, but shall not be closer than five feet to a side lot line, right-of-way line or rear lot line.
 - (2) Off-street parking in the single-family and two-family residence districts is permitted in the front yard in the driveway, even though closer than five feet to a side lot line, provided that the driveway conforms to the requirements in § 350-53.
- D. Use restrictions.
 - (1) Repair and service. No motor vehicle repair work or service of any kind shall be permitted in association with parking facilities provided in residence districts.
 - (2) Lighting. Any lighting used to illuminate off-street parking areas shall be directed away from residential properties and public streets in such a way as not to create a nuisance. However, in no case shall such lighting exceed three footcandles measured at the lot line.
 - (3) Street setback area. No parking shall be permitted between the street right-of-way line and the building setback line prevailing in the zone in which the proposed parking area is to be located. The resulting open area shall be planted in grass or otherwise landscaped to create a permanent green area.
- E. Number of stalls. The number of parking stalls required for newly created parking lots is shown in the following table:

1. Editor's Note: Amended at time of adoption of Code (see Ch. I, General Provisions, Art. II).

2. Editor's Note: Amended at time of adoption of Code (see Ch. I, General Provisions, Art. II).



Survey Notes:

Offsets shown to the proposed h

Easements shown hereon are de
recorded Subdivision Plat or Cert
This survey does not guarantee i
existence of any other easement
of this property. A Title Policy wa
Bernklau Surveying, Inc.

Suggested

Suggested

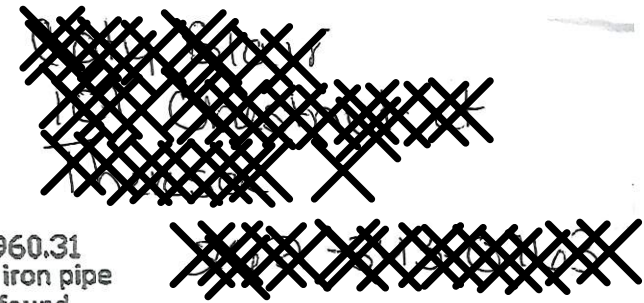
Suggested

Lot 51 - Vacant
x 963.7

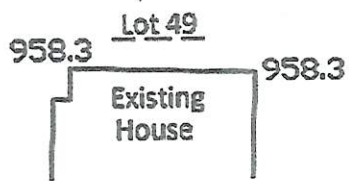
Suggested

NOTE: MGI

proposed addition
to poor parking
pad beside garage.
+ patio on back
side of house



Prepared For:
Next Generation Construction, LLC
430 E. Grand Ave., Suite 103
Beloit, WI 53511



Village of Theresa Administrative Report

of Office Activity for July 2025

Process Payroll and Accounts Payable:

- Complete payroll and payable processing for July 9 and July 23
- Pay associated taxes and employee benefits
- Accounts Payable checks are issued the same weeks as payroll

Bank Reconciliations:

- Balance accounts and perform journal entries

Leak Monitoring:

- Monitor water leaks and contact accounts with leaks under 10 gallons
- Coordinate with Public Works to address larger leaks and issues with equipment

Meeting Preparation:

- Prepare agendas and packets for upcoming meetings
- July 1 Finance and Personnel Committee
- July 21 Regular Village Board
- July 28 Zoning Board of Appeals
 - Notify 9 properties within 100 feet of 411 Valley Drive
 - Notify 9 properties within 100 feet of 332 Birchwood Lane
 - Publish notice in Dodge County Pioneer July 10 and July 17
- Record and finalize meeting minutes and follow-up

Dog Registration:

- Continue registering dogs (beginning April 1 an additional \$25 per dog is charged)
- Provide the Police Department with reports for Registered and Non-registered dogs

Utility Billing:

- July 31 Kelly did the monthly bill process on her own
- 293 Portal Users - 103 setup "autopay"
- July 22 – 2nd Notices sent for June bills that were due July 20 = 74
- August 1 – Door Hangers warning of Disconnection for June bills due July 20 = 21
- August 6 – 1 Disconnection
- Provide documentation for resident who filed a complaint with the Public Service Commission of Wisconsin (PSC closed complaint) Person complained because they received a 2nd Notice "threatening water disconnection"

Library Board Meeting

- July 8 - Attend 4 pm meeting to answer questions about payroll and accounts payables

Audit

- Enter 2024 Audit journal entries

Code Project

- Start reading through the Legal Analysis and assign duties to department heads

Respectfully submitted,
Becky Tellier – MMC, WCMC